

**New York State Association of City and Village Clerks  
Executive Committee Meeting  
Renaissance Albany Hotel, Albany, New York  
Sunday, November 18, 2018**

**Executive Committee Members Present:**

President Paula DiSanto  
1<sup>st</sup> Vice President Joseph Scalero  
Director Angela Arasim  
Secretary Tamara Bonomo  
Treasurer Bonnie Page  
Immediate Past President Brenda McConnell  
Past President Daniel Borchert

**Excused Executive Committee Members:**

2<sup>nd</sup> Vice President Cheryl Douglas  
Director Robert Juliano

**Invited Committee Members:**

New York Municipal Clerks Institute Liaison Kathie Montigelli

**Invited Guests:**

1<sup>st</sup> Vice President New York State Town Clerks Association Sue Haag

President DiSanto called the meeting to order at 12:35 p.m.

Ms. Montigelli and Ms. Haag updated the Executive Committee in regard to the NY Municipal Clerks Institute at Rockefeller Institute of Govt.

**President's Report:**

President DiSanto informed the Board that the new NYSACVC website will be a bit delayed as she wanted to update some information and work on placement. She conveyed that it should be available in December.

President DiSanto stated that the Bulletin Editor, James Koury, has contacted the vendors and informed them that there would be an increase in advertising costs, but that the amount would include free advertisement on the new website. He additionally informed them that the issues distributed to the membership would decrease to two times per year.

**Secretary's Report:**

Secretary Bonomo submitted the minutes of the August 24, 2018 Executive Committee meeting and the September 24, 2018 Executive Committee meeting

to the Board for review and approval. A motion was made by Immediate Past President McConnell to approve the minutes of the August 24<sup>th</sup> meeting as written. The motion was seconded by Director Arasim and carried unanimously. A motion was made by Treasurer Page to approve the minutes of the September 24<sup>th</sup> meeting as written. The motion was seconded by Director Arasim and carried unanimously.

**Treasurer's Report:**

Treasurer Page informed the Board the NY Municipal Finance Officers issued a refund check to the Association from the Fall Training School hospitality funds in the amount of \$113.18.

Treasurer Page submitted the financial reports for September and October. A motion was made by Secretary Bonomo to approve the submitted Treasurer's reports, subject to further audit. The motion was seconded by Director Arasim and carried unanimously.

**Scholarships:**

It was noted that all the scholarship award monies have been distributed to awardees. It was reiterated that, as of 2019 and going forward, the amount will be a \$500 per award recipient.

**New Business:**

President DiSanto presented her 2018-2019 committee appointments. A motion was made by Director Arasim to approve the President's committee appointments as listed. The motion was seconded by Immediate Past President McConnell and carried unanimously.

As per the by-laws, the following 2019 fee's / stipends were set:

Membership dues - \$50.00

Associate Membership dues - \$35.00

Bulletin Vendors – Full page - \$200; Half page - \$125; Quarter page-\$80; eighth page - \$50

RMC Chairperson - \$150.00

Treasurer - \$700.00

Secretary - \$300.00

Bulletin Editor - \$250.00

In regard to coordinating the NY Municipal Clerks Institute with the NYS Town Clerks Association, a motion was made by Treasurer Page to pay the expenses involved for New York Municipal Clerks Institute Liaison Kathie Montigelli to attend the upcoming NYS Town Clerks meeting in Binghamton. The motion was seconded by Director Arasim and carried unanimously.

As she has recently retired from the Village of Brownville, Immediate Past President Brenda McConnell submitted her resignation to President DiSanto. A motion was made by 1<sup>st</sup> Vice President Scalerio to accept, with regret, Ms. McConnell's resignation as Immediate Past President. The motion was seconded by Director Arasim and carried unanimously.

A motion was made by Director Arasim to appoint Daniel Borchert as Past President. The motion was seconded by Treasurer Page and carried unanimously.

President DiSanto reminded the Board that the next Executive Committee meeting will be held in conjunction with the NYCOM Winter Legislative Meeting on Sunday, February 10, 2019.

As there was no further business to discuss, a motion was made by Director Arasim to adjourn the meeting at 2:40 p.m. The motion was seconded by Past President Borchert and carried unanimously.

Respectfully Submitted,

Tamara L. Bonomo, CMC, RMC  
NYSACVC Secretary